

Final

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TOWN CLERK, ACTON

BOARD OF SELECTMEN AND SEWER COMMISSIONERS' MEETING

November 5, 2012

Acton Town Hall

Francis Faulkner Hearing Room 7:00 p.m.

Present: Ms. Barrat, Ms. Adachi, Mr. Gowing, Mr. Clough, Mr. Sonner and Town Manager Ledoux, Recording Secretary; Christine Joyce. The meeting was televised

CITIZENS' CONCERNS

Mr. Mustoe, 43 Kinsley Road has a problem with a neighbor who has unregistered vehicles a dumpster and the house has no siding. The Town Manager will discuss with the staff.

CHAIRMAN'S UPDATE & OPERATIONAL MINUTE

Ms. Harting-Barrat – Thank you to the employees for their work during Hurricane Sandy. Sandy Bonzagni and Joan Yatteau received the Laura Wetmore Conservation bowl, a New England Region award of the National Garden Clubs, Inc. for their work on Lyme disease.

Air Force Band will be performing at 2:00 at the Schools. Nursing service now has "Elite" standing in the top 25% in the country.

Mr. Ledoux – reported last week work on Hurricane Sandy clean up and thanked staff. He noted that they will do a triage meeting to see what we can do better and to see if we can have NSTAR store poles at our transfer station, which would save time in getting the required poles to the job site. Mr. Ledoux reported on Budget preparation and the team will work on this every Thursday to work toward the budget presentation to the Board on December 17. He also announced that the new Public Health Sanitarian is Evan Carloni from Brookline and will replace Justin Snair.

PUBLIC HEARINGS & APPOINTMENTS

COMMON VICTULLER'S LICENSE, SUBWAY, 255 MAIN STREET

Mr. Sonner – Moved to approve. Mr. Gowing – second. UNANIMOUS VOTE

NATIONAL GRID – GAS MAIN INSTALLATION – 366 POPE ROAD

Dennis Regan from National Grid agreed to do infrared paving repair in the street. Mr. Sonner-Moved to approve. Mr. Gowing – second. UNANIMOUS VOTE

Final

NSTAR – POLE LOCATION, HAYWARD ROAD

Chip Orcutt asked that the Board approve the two poles required by the School Dept. Mr. Gowing – Moved to approve. Mr. Sonner – second. UNANIMOUS VOTE

NSTAR – UTILITY POLE, FOREST ROAD

Mr. Clough – Moved to approve the pole location request. Ms. Adachi – second. UNANIMOUS VOTE

EAST ACTON VILLAGE GREEN GIFT FROM CHARLES ABRAHAM

Charles Abraham gave a presentation on what he would like to do for the EAV project. The trees will be thinned and he will place a trail and benches for Carol Holly, Micki Williams and Mary Michelman. Ms. Adachi said this is a lovely location and will leave opportunities for Morrison Project if needed.

Mr. Clough asked for clarification about the trees. Mr. Abraham said it will provide dappled shade and will not clear cut the area. Maintenance such as leaves etc will be by the Municipal Properties. Ms. Harting-Barrat - read the prepared vote. Ms. Adachi – Moved to accept. Mr. Sonner – second. Roll called, All Ayes. UNANIMOUS VOTE

ASA PARLIN HOUSE REPORT BY DEAN CHARTER

Mr. Charter introduced the consultants, Lynn Spencer and Patrick Guthrie from Menders, Torrey & Spencer, Inc. The consultants presented their review of the project. The slide presentation outlined the project. They were asked if it can be saved, and should it be saved. The house is 1860 with 20th century additions and is neglected. They feel the core of the building can be saved. HDC, Architect understood the core was worth holding on to and preserving.

Patrick the consultant wants to investigate exactly what we had in the house and they removed some of the walls and looked at the framing. The core of the house appeared to be double framed. They think it has a longer significant history, it could have been moved there, as they discussed the evolution of the building. They discussed the structural conditions and significant building elements of the properties. They then discussed the 20th century addition problems. They updated the report from 10 years ago. The 20th Century additions have asbestos flooring and caulking that need to be removed and estimate \$52,000 for removal. The boiler has been fallow for over a decade and felt the systems cannot be reused. They then spoke about the site and setting and said it is important to the Woodbury Lane neighborhood.

They felt to take it down for 12 parking spaces was not a good trade. They said that it is worth saving and is an important street scape which shields the large parking lot. Meeting spaces, storage and remove everything but the original framing. They said the building should be preserved with the 20th century additions removed. They suggested that we tighten it up and paint it and make it look good and do not move forward at this time. They recommend we restore the Greek revival house and it is stable in order to find the buildings' next use. It will be a good meeting space, archive display place and it will be preserved and will be a wonderful building and part of our heritage and remains part of our municipal campus. They recommend

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the balance of the 2011 CPS be put in to service in this building very soon and additional funding for the future.

Mr. Sonner asked what we would use the house for. The consultant said it will be a relic and used to tour and the framing will be reinforced.

Mr. Clough asked if they systems will be removed. The consultant said they will remove the heating and other systems. Electricity there will be limited and includes routing and tying into the fire system and limited water on the property. They feel the significance of the building is in its present location.

Mr. Gowing asked about the 20th century removal, 12,000 sq. feet surrounding the building. Hazardous material will need to be removed and site work could to be done by employees.

Dean Charter said there will be a gap in the money. It appears that there will be a submission to the CPC and will be fully funded if CPA grants the request. They are asking for the Board of Selectmen to ok moving forward with the CPA Grant process.

Ms. Adachi asked about the work and focusing on the exterior and not change the inside until the Town decides how they are going to proceed. Lynn, the consultant, said it would be a study house and people could tour it. They recommend that we hold the building and keep the envelope closed. Ms. Adachi asked about handicapped accessibility and obligations if we are opening up to the public. They could put a door in that will service the handicapped in addition to grading.

Doug Tindal spoke about the house and proposal said it will stabilize it and take the Junk off it. He said we could donate the house and provide a grant. Take the house off the property and regulate it such as they could not demo it and it has to be in town and urged that we not keep this house in municipal ownership. He felt someone in the private sector could renew it much cheaper than the town.

Mr. Gowing noted that we are still in for the mitigation and demo of the additions and we will need to address this.

MORRISON FARM REUSE COMMITTEE UPDATE

Mr. Mullin was present to update the Board. He talked about the slide show which shows the progress and status. They received a \$10,000 gift from the Steinberg Lalli Foundation. Mr. Mullin discussed their status and they will need to get an extension from CPC. He is still working with the Cemetery Commissioners and has verified the land that was thought to be wet is not, and is suitable for grave sites. Mr. Gowing asked about parking. Mr. Mullin felt 65 formal and overflow of a dozen or so. The parking will be driven by the use of the community building.

Final

SELECTMEN'S BUSINESS

CONSIDERATION OF CALLING A SPECIAL TOWN MEETING TO CONSIDER AB REGIONALIZATION

Mr. Ledoux spoke about the need for this STM and noted that it would be nice to have Boxborough residents voting the same day.

Ms. Adachi – Moved to hold a Special Town Meeting on April 29, 2013 at 7:00 p.m. Mr. Gowing – second – UNIMOUS VOTE

There will be many forums to discuss this important vote as well as an interactive Web site to get questions answered.

APPOINTMENT OF TOWN ACCOUNTANT

Mr. Ledoux recommended Lisa Krause as Town Accountant. She has been Assistant Town Accountant and Acting Town Accountant over several years. Mr. Ledoux asked the Board to appoint her as the Town Accountant. Mr. Gowing - Moved to appoint Ms. Krause as Town Accountant - Ms. Adachi – second UNANIMOUS VOTE

WESTFORD EMS CONTRACT

Mr. Ledoux discussed the advanced life support system and recommended approval. Mr. Sonner – Moved to approve. Mr. Clough – second – UNANIMOUS VOTE

FINANCE COMMITTEE FY14 POINT OF VIEW AND ALG UPDATE

Mr. Ledoux spoke about the point of view document and that it will be discussed at this Thursday's ALG meeting. They will discuss the number we have to hit. Mr. Clough was pleased with the spread sheet provided by Fin Com. Ms. Harting-Barrat suggested that we put this on the agenda earlier in the evening.

MBTA ORDER OF TAKING N0.670, SOUTH ACTON TRAIN STATION

Mr. Ledoux outlined the request and that is was due to the larger foot print. The Board will be asked to approve the Order of Taking and a vote from the Board that says we no longer need the 118 sq. feet of land. They will need to provide proof to the Federal people for their review and funding. The Clerk read the Vote and moved to affirm this vote. Roll Call taken, All Ayes. Mr. Gowing – Moved to approve. Mr. Sonner – second. UNANIMOUS VOTE

PRIVATE WAY SNOW PLOWING

Mr. York presented his recommendations to the Board with regard to Private Way Plowing for the upcoming season. He felt an increase to \$2.19 per linear foot would be an appropriate increase.

Mr. Sonner asked about the cost for OPEB inclusion being added to the linear costs; they were not. He would like to include it in the future. Ms. Adachi – Moved to approve. Mr. Clough – Second. UNAIMOUS VOTE

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Consent

Held Items:

Signs on the Common – Mr. Gowing

Mr. Gowing thinks we were holding approval of signs on the common until a policy was established. He said we should deny any signs on the Common. Mr. Clough would like a formal policy on signs on the common. It was decided to get this policy prepared and bring it back to the board. Mr. Sonner said he recalls us saying no signs on the common until a policy was developed.

It was noted that it should be also applied to West Acton. Mr. Clough thinks we need to come up with the policy. Mr. Sonner said we need to change policy, long term policy and what we do for this specific request, in the interim, do we step back or enforce a moratorium.

Dean Charter said that as we develop a policy that addresses the Common we need to remember the common includes front yards of homes on Main Street.

Mr. Gowing - suggested we allow this one sign, and we approve with caveat that we will have a formal policy by the end of the year with a Global Policy towards all Historic Districts where people put up illegal signs.

It was noted that this policy was discussed following a Memorial Day incident at which time they voted to suspend all requests for signs on the common until a policy was in place.

Mr. Gowing – Moved to allow sign that is placed illegally on the common until this weekend. Further, that a policy be prepared by the end of the calendar year. Mr. Sonner – second. Mr. Clough Abstained

Mr. Gowing – Moved to complete a policy for signs on commons by the end of the calendar year. Mr. Sonner – second – UNANIMOUS VOTE

Hold on Acton Jazz Café. – Mr. Gowing wanted to know what would become of the Acton Jazz Cafés' liquor license now that they have merged with Beyond Borders. The license will go back into the "pool" of Full Liquor as a Common Victualler.

Mr. Gowing moved to approve - Mr. Clough - second. UNANIMOUS VOTE.

SELECTMEN'S REPORTS

Mr. Clough – OPEB meeting Wednesday working group and working toward developing a number for OPEB. Good meeting on Post Office Sq. housing development. EDC Sign process has been developed and will be reviewed prior to software.

Mr. Sonner – Discussed the Long Range plan workshop at the library for the next 5 years, will be held a week from this Saturday. Acton2020 still getting organized and still looking at the easy stuff now and what they are going to be doing. He also noted the new sidewalk installed.

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Mr. Gowing discussed that the Road Runner has been dispatched for the last month with no problems and will be hiring a new employee. MAGIC meeting was discussed and Maynard to develop 129 Parker and putting in a 200,000 housing development and 400,000 sq. feet retail. There is a study being conducted by the MPO on light sequencing to make the traffic flow through Concord on Route 2 better. COA has been clocking the attendance and will be moving their offices closer to the front of the building.


Ms. Adachi discussed the several issues with regard to COD. Land Stewards are working on the land and trails and proposed a self guided walk and, at completion, you get a sticker. Ms. Adachi discussed her attendance at the DOR workshop on Municipal Law changes.

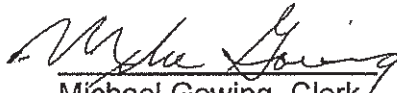
Ms. Harting-Barrat - Discussed the school calendar with regard to Jewish Holidays and Good Friday

CONSENT

Mr. Clough -- Moved to approve the Consent Agenda - Mr. Sonner -- second. UNANIMOUS VOTE

Adjourned 10:45 p.m.


Christine Joyce
Recording Secty


Michael Gowing, Clerk
1/14/13
Date

**ACTON BOARD OF SELECTMEN VOTE ON MOTION RE:
EAST ACTON VILLAGE GIFT**

Motion – East Acton Village Green, October 29, 2012 11/5/12

Acton Board of Selectmen:

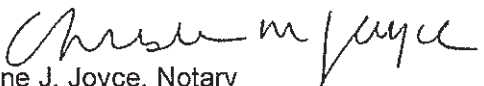
Moved pursuant to G.L. c. 44, § 53A, that the Selectmen accept with appreciation on behalf of the Town the donation by Charles Abraham, in memory of Carol Holley, Mary Michelman, and Micki Williams, of his services and the use of his equipment to make certain improvements to the East Acton Village Green under the oversight of the Director of Municipal Properties/Tree Warden and the Conservation Director.

Moved by Selectman JANET ADACHI seconded by
Selectman JOHN SONNER Record of Vote: In
favor: ✓ Opposed: ; Abstaining:

The forgoing is an accurate record of the proceedings of the
Acton Board of Selectmen on October 29, 2012


Michael J. Gowing, Clerk

On this 29th day of October, 2012 before me personally appeared Michael J. Gowing, proved to me through satisfactory evidence of identification, which was personal knowledge, to be the Clerk of the Acton Board of Selectmen whose name is signed on the preceding or attached document as Clerk.


Christine J. Joyce, Notary
My Commission Expires: Sept 10, 2015

BOARD OF SELECTMEN & SEWER COMMISSIONERS'
MEETING AGENDA

Francis Faulkner Hearing Room

November 5, 2012

7:00 PM

I. CITIZENS' CONCERNS

II. PUBLIC HEARINGS AND APPOINTMENTS

1. 7:05 CHAIRMAN'S UPDATE/OPERATIONAL MINUTE

The Chair will briefly update the Board -The Town Manager will provide a brief report

2. 7:10 COMMON VICTUALLER LICENSE, SUBWAY, 255 MAIN STREET

Enclosed please find materials in the subject regard

3. 7:13 NATIONAL GRID - GAS MAIN, 366 POPE ROAD

Enclosed please find materials in the subject regard (continued from the October 15th meeting)

4. 7:15 NSTAR - POLE LOCATION, HAYWARD ROAD

Enclosed please find materials in the subject regard (continued from the October 15th meeting)

5. 7:20 NSTAR - UTILITY POLE, FOREST ROAD

Enclosed please find materials in the subject regard (continued from the October 15th meeting)

6. 7:25 EAST ACTON VILLAGE GREEN GIFT FROM CHARLES ABRAHAM

Enclosed please find materials in the subject regard

7. 7:30 ASA PARLIN HOUSE REPORT BY DEAN CHARTER

No materials at this time

8. 8:10 MORRISON FARM UPDATE

No materials at this time

III. SELECTMEN'S BUSINESS

9. CONSIDERATION OF CALLING A SPECIAL TOWN MEETING TO CONSIDER AB REGIONALIZATION

Enclosed please find materials in the subject regard

10. APPOINTMENT OF TOWN ACCOUNTANT

11. WESTFORD EMS CONTRACT

Enclosed please find materials in the subject regard

12. FINANCE COMMITTEE FY2014 POINT OF VIEW DOCUMENT AND ALG UPDATE

Enclosed please find materials in the subject regard

13. MBTA ORDER OF TAKING NO.670, SOUTH ACTON TRAIN STATION

Enclosed please find materials in the subject regard

14. PRIVATE WAY SNOW PLOWING

Enclosed please find materials in the subject regard

15. SELECTMEN'S REPORTS

IV CONSENT AGENDA

**16. ACCEPT MINUTES, BOARD OF SELECTMEN, MARCH 12, 2012
SEPTEMBER 10 AND OCTOBER 15, 2012**

Enclosed please find materials in the subject regard

17. COMMITTEE APPOINTMENT, ELAN RIESMAN, LAND STEWARD

Enclosed please find materials in the subject regard

18. COMMITTEE APPOINTMENT, DIANA BRANCH, VCC FULL MEMBER

Enclosed please find materials in the subject regard

19. CPC PROJECT VETTING, PLANTING OF STREET TREES, DEAN CHARTER

Enclosed please find materials in the subject regard

**20. LOWELL REGIONAL TRANSIT AUTHORITY SELECTMEN'S
REPRESENTATIVE APPOINTMENT**

Enclosed please find materials in the subject regard

**21. REQUEST FOR A FEE WAIVER FOR AMERICAN CANCER
SOCIETY'S RELAY FOR LIFE**

Enclosed please find materials in the subject regard

**22. REQUEST PERMISSION FOR A SIGN ON THE ACTON CENTER
COMMON TO ADVERTISE A CRAFT FAIR AT THE ACTON
CONGREGATIONAL CHURCH**

Enclosed please find materials in the subject regard

23. ACCEPT GIFT, NATURAL RESOURCES DEPARTMENT

Enclosed please find a gift of \$380.34 from Eagle Scout David Quantrille, to be used to maintain the conservation lands

24. ACCEPT GIFT, PLANNING DEPARTMENT

Enclosed please find a gift of \$11,666.67 from the Monument Place project off Harris Street and Quarry Road to be used for affordable housing and street improvement in the project vicinity

25. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a gift of \$679.99 from various contributors to the Goward Field Playground Project

26. ACCEPT GIFT, RECREATION DEPARTMENT

Enclosed please find a gift of \$1,121.00 from various contributors to the Goward Field Playground Project

27. DISPOSAL OF OBSOLETE MATERIALS, ACTON MEMORIAL LIBRARY

Enclosed please find materials in the subject regard

28. REQUEST TO HAVE THE CURRENT SIGN POLICY REMAIN IN FORCE AT VETERANS FIELD

Enclosed please find materials in the subject regard

29. CHANGE OF DOING BUSINESS AS (DBA), BEYOND THE BORDER/THE ACTON JAZZ CAFÉ, 103 NAGOG PARK

Enclosed please find materials in the subject regard

V EXECUTIVE SESSION

ADDITIONAL INFORMATION

Enclosed please find additional correspondence that is strictly informational and requires no Board action.

FUTURE AGENDAS

To facilitate scheduling for interested parties, the following items are scheduled for discussion on future agendas. This is not a complete agenda.

NOVEMBER 19	DECEMBER 3	DECEMBER 17	JAN 7
Johnny Rockets		TM Budget Presentation	

PENDING MINUTES

PENDING COM. APPOINTMENTS

May 21

NONE

June 25

July 9, 23, 25

Sept 24

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














































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	020 (2) Common Victuller, SubWay, 255 Main Street Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12	241 KB	
	030 (3) National Grid Gas Main, 366 Pope Road Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12	300 KB	
	040 (4) NSTAR - Pole Location, Hayward Road Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12	364 KB	
	050 (5) NSTAR - Utility Pole, Forest Road Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12	479 KB	
	060 (6) East Acton Village Green Gift from Charles Abraham Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12	756 KB	
	070 (9) Consideration of Calling A Special Town Meeting to Consider AB Regionalization Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12	154 KB	
	075 (10) Town Accountant Materials Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12	45 KB	
	080 (11) Westford EMS Contract Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12	393 KB	
	090 (12) Finance Committee FY2014 Point of View and ALG Update Scanned with FlowPort '2012 Meeting	admin	11/02/12	347 KB	

Week Cover Sheet' Cover Sheet					
		110 (13) MBTA Order of Taking, South Acton Train Station Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12 460 KB	    
		120 (16) Selectmen's Minutes, March 12, Sept. 10 and October 15 Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12 277 KB	    
		130 (14) Private Way Plowing Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12 1 MB	    
		140 (17) Committee Appointment, Elan Riesman Land Stewardship Committee Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12 123 KB	    
		150 (18) Committee Appointment, Diana Branch, VCC Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12 123 KB	    
		160 (19) CPC Project Vetting, Planting of Street Trees Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12 200 KB	    
		170 (20) Lowell Region Transit Authority, Appointment of BOS Representative Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12 38 KB	    
		180 (21) Request For Fee Waiver, American Cancer Society's Relay for Life Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12 184 KB	    
		190 (22) Request to Place Signs on the Common for Craft Fair at the Acton Center Congregational Church Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12 81 KB	    
		200 (23) Accept Gift, Natural Resources Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12 26 KB	    
		210 (24) Accept Gift, Planning Department Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12 46 KB	    
		220 (25) Accept Gift, Recreation Department Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12 47 KB	    
		230 (26) Accept Gift, Recreation Department	admin	11/02/12 52 KB	    







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		240 (27) Disposal of Obsolete Materials, Memorial Library	admin	11/02/12	41 KB					
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		250 (28) Request to Continue Sign Policy at Veterans Field	admin	11/02/12	101 KB					
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		260 (29) Change of D/B/A, Beyond Borders, Acton Jazz Cafe'	admin	11/02/12	276 KB					
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<input type="checkbox"/> PDF	030 Tree Removal Hearing, Willow & MacLeod Lane Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12	40 KB	▼
<input type="checkbox"/> PDF	040 Resignation, Morrison Farm Reuse Committee, William Klauer Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12	44 KB	▼
<input type="checkbox"/> PDF	050 Potential Zoning Bylaw Changes Scanned with FlowPort '2012 Meeting Week Cover Sheet' Cover Sheet	admin	11/02/12	51 KB	▼
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